

**LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES**  
**Baton Rouge, Louisiana**

**REVIEWED FINANCIAL STATEMENTS**  
**December 31, 2012**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date **DEC 04 2013**



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## INDEPENDENT ACCOUNTANTS' REVIEW REPORT

Board of Directors of  
Louisiana Partnership for Children and Families  
Baton Rouge, Louisiana

We have reviewed the accompanying statement of financial position of Louisiana Partnership for Children and Families (a not-profit organization) as of December 31, 2012, and the related statements of activities, functional expenses and cash flows for the year then ended. A review includes primarily applying analytical procedures to management's financial data and making inquiries of the Organization's management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the review in accordance with *Statements on Standards for Accounting and Review Services* issued by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards* issued by the Comptroller General of the United States of America. Those standards require us to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. We believe that the results of our procedures provide a reasonable basis for our report.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.

**TWRU**

CPAs and Financial Advisors  
June 30, 2013

## LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES

Baton Rouge, Louisiana

## STATEMENT OF FINANCIAL POSITION

December 31, 2012

## ASSETS

Cash and Cash Equivalents	\$ 111,191
Restricted Cash	40,540
Accounts Receivable	47,345
Unbilled Receivables	1,250
Prepaid Insurance	3,662
	<hr/>
TOTAL ASSETS (ALL CURRENT)	<u>\$ 203,988</u>

## LIABILITIES

Accounts Payable	\$ 10,886
Payroll Taxes Payable	7,051
	<hr/>
TOTAL LIABILITIES (ALL CURRENT)	<u>17,937</u>

## NET ASSETS

Temporarily Restricted for Programs	97,120
Unrestricted	88,931
	<hr/>
TOTAL NET ASSETS	<u>186,051</u>
	<hr/>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 203,988</u>

See Accompanying Notes and Independent Accountants' Review Report



## LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES

Baton Rouge, Louisiana

## STATEMENT OF ACTIVITIES

Year Ended December 31, 2012

UNRESTRICTED NET ASSETS

## SUPPORT AND OTHER GAINS

Support from Public Funds	\$ 216,835
Support from Private Foundations and Partnerships	75,000
Interest Income	191
Program Service Fees	36,638
Contributions	1,429
Member Dues	3,325

TOTAL UNRESTRICTED SUPPORT AND OTHER GAINS	333,418
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## NET ASSETS RELEASED FROM RESTRICTIONS.

Satisfaction of Purpose Restrictions	160,544
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TOTAL UNRESTRICTED SUPPORT AND OTHER GAINS AND RECLASSIFICATIONS	493,962
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## EXPENSES

Program Services	406,701
Supporting Services - General & Administrative	43,762

TOTAL EXPENSES	456,838
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INCREASE IN UNRESTRICTED NET ASSETS	37,124
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TEMPORARILY RESTRICTED NET ASSETS

Support from Private Foundations and Partnerships	199,705
Net Assets Released from Restrictions.	
Satisfaction of Purpose Restrictions	(160,544)

INCREASE IN TEMPORARILY RESTRICTED NET ASSETS	39,161
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CHANGE IN NET ASSETS	76,285
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NET ASSETS, BEGINNING OF PERIOD	109,766
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NET ASSETS, END OF PERIOD	\$ 186,051
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See Accompanying Notes and Independent Accountants' Review Report



LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES  
Baton Rouge, Louisiana

STATEMENT OF FUNCTIONAL EXPENSES  
Year Ended December 31, 2012

<u>Account Name</u>	<u>Program Services</u> Early <u>Childhood</u>	<u>Support Services</u> <u>General &amp;</u> <u>Administrative</u>	<u>Fund</u> <u>Raising</u>	<u>Total</u>
Accounting	\$ -	\$ 6,320	\$ -	\$ 6,320
Communications	2,594	1,524		4,118
Conferences and Meetings	10,148	210		10,358
Dues and Subscriptions	108	200		308
Facilities and Equipment	8,574	4,733		13,307
Insurance Expense	4,082	4,816		8,898
Internet Processing Fees	361	200		561
Miscellaneous Expense	65	502		567
Office and Supplies	7,188	914		8,102
Payroll Tax Expense	10,245	2,075		12,320
Professional Fees - Management Consultant	-	29,000		29,000
Professional Fees - Other	-	2,206		2,206
Professional Fees - Programs	47,954	-		47,954
Salaries	127,910	19,125	6,375	153,410
Taxes and Licenses	75	52		127
Training and Materials	131,958	-		131,958
Travel	9,529	1,307		10,836
Web Portal	16,488	-		16,488
Administrative Costs - Allocated to Programs	29,422	(29,422)		-
Total	\$ 406,701	\$ 43,762	\$ 6,375	\$ 456,838

See Accompanying Notes and Independent Accountants' Review Report



LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES  
Baton Rouge, Louisiana

STATEMENT OF CASH FLOWS  
Year Ended December 31, 2012

**CASH FLOWS FROM OPERATING ACTIVITIES**

Cash Received from Contributions, Dues and Memberships	\$ 4,754
Cash Received for Program Services	59,149
Cash Received from Grants and Private Donors	454,519
Cash Received from Interest Income	191
Cash Paid to Employees	(153,410)
Cash Paid to Contractors for Professional Services	(87,524)
Cash Paid to Suppliers for Goods and Services	<u>(204,358)</u>

**NET CASH PROVIDED BY OPERATING ACTIVITIES** 73,321

**CASH FLOWS FROM INVESTING ACTIVITIES:**

-

**CASH FLOWS FROM FINANCING ACTIVITIES**

-

**NET INCREASE IN CASH AND CASH EQUIVALENTS** 73,321

**CASH AND CASH EQUIVALENTS, BEGINNING OF PERIOD** 78,410

**CASH AND CASH EQUIVALENTS, END OF PERIOD** \$ 151,731

**RECONCILIATION OF CHANGE IN NET ASSETS TO NET  
CASH PROVIDED BY OPERATING ACTIVITIES**

**Change in net assets** \$ 76,285

**Adjustments to Reconcile Change in Net Assets to  
Net Cash Provided by Operating Activities:**

**(Increase) decrease in assets:**

Accounts receivable	(13,260)
Unbilled receivables	(1,250)
Prepaid insurance	(3,662)

**Increase (decrease) in liabilities:**

Accounts payable	(2,044)
Accounts payable other	10,201
Payroll tax payable	<u>7,051</u>

**NET CASH PROVIDED BY OPERATING ACTIVITIES** \$ 73,321

LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES  
Baton Rouge, Louisiana

NOTES TO FINANCIAL STATEMENTS -1-  
December 31, 2012

**NOTE 1: NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES**

**Nature of Activities** – Louisiana Partnership for Children and Families (hereafter referred to as the Partnership), a Louisiana non-profit organization, is domiciled in Baton Rouge, Louisiana. Its operations encompass the entire State of Louisiana. Its mission is to improve the well-being of children and their families. It accomplishes this through public policy, communication and the promotion of evidence-based programs.

The Partnership's support comes primarily from grants and contributions.

The accounting policies of the Partnership conform to accounting principles generally accepted in the United States of America as applicable to non-profit organizations. The significant accounting policies are as follows:

**Method of Accounting** – The financial statements of the Partnership have been prepared utilizing the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

**Financial Statement Presentation** – The Partnership is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets.

**Contributions** – Contributions received are recorded as unrestricted, temporarily restricted or permanently restricted support depending on the existence and/or nature of any donor restrictions. Restricted net assets are reclassified to unrestricted net assets upon satisfaction of the time or purpose of the restriction. If a contribution's restriction is met in the same reporting period the contribution was received, the income is classified as unrestricted.

**Estimates** – The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**Cash and Cash Equivalents** – For purposes of the statements of cash flows, the Partnership considers all, restricted and unrestricted, highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

**Restricted Cash** – Restricted cash represents unused grant funds required, by grant provisions to be held in a separate bank account.

**Donated Goods and Services** – No amounts have been reflected in the financial statements for donated goods or services. The Partnership generally pays for services requiring specific expertise. However, many individuals volunteer their time and perform a variety of tasks that assist with the governance of the Partnership.

**Inventory** – Inventory of the Partnership includes only office supplies and printed materials, the amount of which is considered immaterial. Therefore, the acquisition of these items is expensed when purchased, and the inventory on hand at year-end is not reported.

**Accounts Receivable** – Accounts receivable are stated at the unpaid balance. The Partnership expects to receive all of the stated amount. The Partnership uses the direct write-off method of accounting for uncollectible receivables. Use of this method is not materially different from the allowance method required by generally accepted accounting principles as all receivables are considered collectible. For this reason, there is no allowance recorded in the accompanying financial statements.



LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES  
Baton Rouge, Louisiana

NOTES TO FINANCIAL STATEMENTS -2-  
December 31, 2012

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Property and Equipment** – Donations of property and equipment are recorded as support at their estimated fair value. Such donations are reported as unrestricted support unless the donor has restricted the donated assets to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted support. Property and equipment purchased by the Partnership is recorded at cost. They are depreciated using the straight-line method over the estimated useful lives of the assets (10-25 years for buildings, 3-7 years for equipment/furniture). Capital assets with an original cost of \$500 or greater are capitalized. Interest during the construction or renovation of long-lived assets is normally capitalized. The earnings on the borrowings reduce this amount during the same period, if any.

**Functional Allocation of Expenses** – The costs of providing the various programs and supporting services of the Partnership have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited. This allocation is summarized in the statement of functional expenses.

**Income Taxes** – The Partnership is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no liability or expense has been recorded in the accompanying financial statements.

**NOTE 2: CASH AND CASH EQUIVALENTS**

Cash and cash equivalents (book balances) include the following:

Demand deposits	<u>\$ 151,731</u>
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**NOTE 3: LEASES**

**Operating Leases** The Partnership leased office space on for \$750 per month. The lease expires on December 31, 2013. Rent expense was \$4,500 for the year ending December 31, 2012. Future minimum payments for 2013 is \$9,000.

**Capital Leases** The Partnership does not have any capital leases.

**NOTE 4: TEMPORARILY RESTRICTED NET ASSETS**

Cash and receivables net of accrued expenses temporarily restricted for the purpose of programs specific to the Partnership's mission on hand at December 31, 2012, amounted to \$97,120. These are separately identified on the statement of financial position from unrestricted net assets and relate to the following grants/programs:

IMH Advocacy	\$ 3,964
Children's Coalition Shared Services Grant	16,262
Conrad Hilton Shared Services Alliance	25,928
Policy Institute 1	1,855
Policy Institute 2	40,349
Community Foundation	7,955
Baptist Children's Ministry Triple P Grant	<u>807</u>
Total Temporarily Restricted Net Assets	<u>\$ 97,120</u>

LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES  
Baton Rouge, Louisiana

NOTES TO FINANCIAL STATEMENTS -3-  
December 31, 2012

**NOTE 5 RELATED PARTY TRANSACTIONS**

There are no related party transactions that are required to be reported or disclosed in the accompanying financial statements.

**NOTE 6. COMMITMENTS AND CONTINGENCIES**

*Litigation and Claims* There is currently no litigation against or on behalf of the Partnership.

**NOTE 7 CONCENTRATIONS**

The Partnership received approximately 87% of total revenue from five granting sources during 2012

Grantor 1 – Private Grant – 23%  
Grantor 2 – Public Grant – 23%  
Grantor 3 – Public Grant – 17%  
Grantor 4 – Private Grant – 14%  
Grantor 5 – Private Grant – 10%

**NOTE 8. LIQUIDITY OF ASSETS AND LIABILITIES**

The liquidity of the Partnership's assets and liabilities are as follows

Cash	\$ 111,191
Restricted Cash	40,540
Receivables	47,345
Unbilled Receivables	1,250
Prepaid Expenses	<u>3,662</u>
Total Current Assets	203,988
Less Restricted Cash	(40,540)
Less Payables	<u>(17,937)</u>
Liquidity	<u>\$ 145,511</u>

**NOTE 9. UNCERTAIN TAX POSITIONS**

On January 1, 2010, the Company adopted newly issued accounting rules that prescribe when to recognize and how to measure the financial statement effects, if any, of income tax positions taken or expected to be taken on its income tax returns. These new rules require management to evaluate the likelihood that, upon examination by relevant taxing jurisdictions, those income tax positions would be sustained.

Based on that evaluation, if it were more than 50% probable that a material amount of income tax would be imposed at the entity level upon examination by the relevant taxing authorities, a liability would be recognized in the accompanying balance sheet along with any interest and penalties that would result from that assessment. Should any such penalties and interest be incurred, the Company's policy would be to recognize them as operating expense.

Based on the results of management's evaluation, adoption of the new rules did not have a material effect on the Company's financial statements. Further, no interest or penalties have been accrued or charged to expense as of December 31, 2012 or for the year then ended.

LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES  
Baton Rouge, Louisiana

NOTES TO FINANCIAL STATEMENTS -4-  
December 31, 2012

NOTE 9 UNCERTAIN TAX POSITIONS (CONTINUED)

The Company's income tax returns are subject to examination by taxing authorities for a period of three years from the date they are filed. As of June 20, 2013, tax returns for 2009, 2010 and 2011 are subject to examination. The 2012 return is to be filed in August 2013.

NOTE 10 SUBSEQUENT EVENTS

The Partnership has evaluated all subsequent events through June 30, 2013, the date the financial statements were available to be issued.

**AGREED-UPON PROCEDURES**



**INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED-UPON PROCEDURES**

Board of Directors of  
Louisiana Partnership for Children and Families  
Baton Rouge, Louisiana

We have performed the procedures included in the *Louisiana Governmental Audit Guide* and enumerated below, which were agreed to by the management of Louisiana Partnership for Children and Families, the Legislative Auditor, State of Louisiana, and applicable state grantor agency/agencies solely to assist the users in evaluating management's assertions about Louisiana Partnership for Children and Families' compliance with certain laws and regulations during the period ended December 31, 2012, included in the accompanying Louisiana Attestation Questionnaire. Management of Louisiana Partnership for Children and Families is responsible for its financial records and compliance with applicable laws and regulations. This agreed-upon procedures engagement was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose

*Federal, State, and Local Awards*

1. Determine the amount of federal, state, and local award expenditures for the fiscal year, by grant and grant year.  
Louisiana Partnership for Children and Families' federal award expenditures for all federal programs for the fiscal year follow:

<u>Federal, State, or Local Grant Name</u>	<u>Grant Year</u>	<u>CFDA No.</u>	<u>Amount</u>
LA – DCFS-Children's Trust Fund (CFMS #718238)	2011/2012	unknown	\$ 100,933.07
LA – DCFS-Children's Trust Fund (CFMS #718238)	2012/2013	unknown	22,653.95
Community-Based Child Abuse Prevention Grants	2011/2012	93.590	42,085.02
Community-Based Child Abuse Prevention Grants	2012/2013	93.590	<u>54,502.67</u>
Total Expenditure			\$ 220,174 71

2. For each federal, state, and local award, randomly select six disbursements from each award administered during the period under examination, provided that no more than 30 disbursements would be selected.
3. For the items selected in Procedure 2, trace the six disbursements to supporting documentation as to proper amount and payee.

We examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payee.

4. For the items selected in Procedure 2, determine if the six disbursements are properly coded to the correct fund and general ledger account

We determined all payments were coded to the correct fund and general ledger account.

5. For the items selected in Procedure 2, determine whether the six disbursements received approval from proper authorities.

Inspection of documentation supporting each of the selected disbursements indicated appropriate approval.

- 6 For the items selected in Procedure 2. For federal awards, determine whether the disbursements complied with the applicable specific program compliance requirements summarized in the *Compliance Supplement* (or contained in the grant agreement, if the program is not included in the *Compliance Supplement*) and for state and local awards, determine whether the disbursements comply with the grant agreement, relating to:

Activities allowed or unallowed

We reviewed the previously listed disbursements for types of services allowed or not allowed. All disbursements were for allowed activities

7. For the programs selected for testing in Procedure 2 that had been closed out during the period under review, compare the close-out report, when required, with the agency's financial records to determine whether the amounts agree

The close out report we reviewed agreed to the accounting records.

*Open Meetings*

8. Examine evidence indicating that agendas for meetings recorded in the minute book were posted as an open meeting as required by R.S. 42:11 through 42:28 (the open meetings law).

Not applicable

*Budget*

9. For all grants exceeding five thousand dollars, determine that each applicable federal, state, or local grantor agency/agency was provided with a comprehensive budget of those grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance.

Louisiana Partnership for Children and Families provided comprehensive budgets to the applicable state grantor agencies for the programs mentioned previously. These budgets specified the anticipated uses of the funds, estimates of the duration of the projects, and plans showing specific goals and objectives that included measures of performance

*Prior Comments and Recommendations*

10. Review any prior-year suggestions, recommendations, and/or comments to determine the extent to which such matters have been resolved.

In the agreed-upon procedures engagement for the year ended December 31, 2010, we did not include any findings or management issues.

We were not engaged to perform, and did not perform, an audit, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you

This report is intended solely for the use of management of Louisiana Partnership for Children and Families, the Legislative Auditor, State of Louisiana, and the applicable state grantor agency/agencies and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

TWRU

CPAs and Financial Advisors  
June 30, 2013



**LOUISIANA ATTESTATION QUESTIONNAIRE**  
(For Attestation Engagements of Quasi-public Agencies)

6/26/13 (Date Transmitted)

TWRU CPAs; Financial Advisors  
527 E. Airport Ave  
Baton Rouge LA 70806 (Auditors)

In connection with your review of our financial statements as of December 31, 2012, and for the period then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the Louisiana Governmental Audit Guide, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulation and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of June 26, 2013.

**Federal, State, and Local Awards**

We have detailed for you the amount of federal, state, and local award expenditures for the fiscal year, by grant and grant year.

Yes ☒ No ☐

All transactions relating to federal, state, and local grants have been properly recorded within our accounting records and reported to the appropriate state, federal, and grantor officials.

Yes ☒ No ☐

The reports filed with federal, state, and local agencies are properly supported by books of original entry and supporting documentation.

Yes ☒ No ☐

We have complied with all applicable specific requirements of all federal, state, and local programs we administer, to include matters contained in the OMB Compliance Supplement, matters contained in the grant awards, eligibility requirements, activities allowed and unallowed, and reporting and budget requirements.

Yes ☒ No ☐

**Open Meetings**

Our meetings, as they relate to public funds, have been posted as an open meeting as required by R.S. 42:11 through 42:28 (the open meetings law).

Yes ☒ No ☐

**Budget**

For each federal, state, and local grant we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance

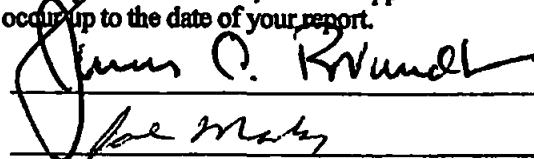
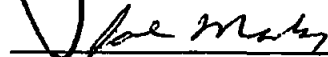
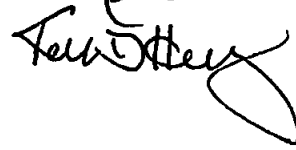
Yes ☒ No ☐**Prior-Year Comments**

We have resolved all prior-year recommendations and/or comments.

Yes ☒ No ☐

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the federal, state, and local grants, to include the applicable laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We will also disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance that may occur up to the date of your report.

Secretary 6/20/13 DateTreasurer 6-28-13 DatePresident 6/28/13 Date

Executive Director June 26, 2013